

Note: In the case of non-members, this Agenda is for information only

**BRANDON TOWN COUNCIL**  
**Old School House, Market Hill, Brandon, Suffolk, IP27 0AA**  
**Telephone 01842 811844**

29 August 2017

**TO ALL MEMBERS OF THE FULL COUNCIL**

You are hereby summoned to attend the **FULL BRANDON TOWN COUNCIL MEETING** to be held in the Council Chamber, The Old School House, Market Hill, Brandon on Monday 4 September 2017 at 7 pm.

Cllr P Callaghan  
Chairman

**AGENDA**

- 1 APOLOGIES** for absence and approval of reasons tendered
- 2 DECLARATION OF INTEREST** and additions to Members Register of Interest
- 3 TO RECEIVE, CONFIRM AND SIGN MINUTES**  
Of the Annual Brandon Town Council Cemetery Meeting of Monday 7 August 2017
- 4 MATTERS ARISING** information exchange only of the Annual Brandon Town Council Cemetery Meeting of Monday 7 August 2017
- 5 PUBLIC FORUM** Monthly event limited to 3 minutes duration maximum per resident.
- 6 TO RECEIVE A REPORT FROM RAF LAKENHEATH**
- 7 TO RECEIVE WRITTEN REPORTS** from County and District Councillors and Community Groups Representatives
- 8 CORRESPONDENCE**
- 9 URGENT BUSINESS**
- 10 ACCOUNTS** To approve the payments for July and August 2017
- 11 RESOLUTION from Cllr N Vant No 211**  
Brandon Town Council resolves to permit Cllrs Palmer and Vant to install the lantern on the Brandon Cemetery gateway.

Brandon Town Council  
Full Council Meeting  
Monday 4 September 2017

**12 RESOLUTION from Cllr N Vant No 212**

Brandon Town Council resolves to transfer the balance of the Portas money to the Town Team's bank account.

**13 RESOLUTION from Cllr P Etherington No 213**

Brandon Town Council resolves to consider the council's draft Risk Register.

**14 RESOLUTION from Cllr D Palmer No 214**

Brandon Town Council resolves to approve repairs to the Brandon Remembrance Playing Fields childrens' playground.

**15 RESOLUTION from Cllr P Etherington No 215**

Brandon Town Council resolves to approve the request from Brandon Heritage Centre for a S137 payment of £330.51 to pay for the Centre's rates.

**16 RESOLUTION from Cllr P Callaghan No 216**

Brandon Town Council resolves to require the Poor's Estate and Lingheath and associated charities to cease using Old School House as their registered address and remove their property.

**17 RESOLUTION from Cllr P Etherington No 217**

Brandon Town Council resolves to authorise the Chairman to negotiate with the Allotments Association and the Brandon Remembrance Playing Fields to arrange transfer of the responsibility of the allotments.

**18 RESOLUTION from Cllr P Callaghan No 218**

Brandon Town Council resolves to elect a temporary Working Party to investigate staffing requirements in the Old School House office and report back on 18 September.

**19 RESOLUTION from Cllr V Lukaniuk No 219**

Brandon Town Council resolves to agree the sale of The Lode subject to contract.

**20 RESOLUTION from Cllr S Smith No 220**

Brandon Town Council resolves to establish a Budget Working Group to review the 2017/18 budget and establish a 2018/19 budget, to enable the Council to precept Forest Heath District Council in January 2018 as required.

**21 RESOLUTION from Cllr S Smith No 221**

Brandon Town council resolves to establish a Website Working Group to review the current website, determine whether it is fit for purpose and establish value for money.

**22 RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS**

*That pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the Meeting temporarily due to the confidential nature of the business to be discussed concerning QUOTES: LAND: STAFF: CONTRACT*

**23 TO RECEIVE, CONFIRM AND SIGN THE CONFIDENTIAL MINUTES**

Of the Extraordinary Brandon Town Council Meeting of Monday 17 July 2017

**24 MATTERS ARISING**

**25 STAFFING MATTERS**